

**TOWN OF DARIEN
BOARD OF SELECTMEN
REGULAR MEETING
FEBRUARY 13, 2012**

ATTENDANCE: First Selectman Jayme Stevenson; David Bayne, David Campbell, John Lundeen, Gerald Nielsen.

STAFF: Karl Kilduff, Administrative Officer

OTHER: Monica Miller, Susan Hammel, Janice Marzano, Depot Center; Bob Oar, Board of Education (Comments noted on agenda items.)

CALL TO ORDER

First Selectman Stevenson called the meeting to order at 7:45 p.m. and stated that the Selectman as listed were in attendance.

FIRST SELECTMAN'S REPORT

First Selectman Stevenson stated that her first statement was to acknowledge Eagle Scout, Ryan Scott for his project of installing 100 medallions on catch basins and storm drains in the Town. She stated that this project has made a significant contribution to raising the community awareness of storm drainage runoff, and she congratulates him on the completion of his achievement.

First Selectman Stevenson gave a statement of acknowledgement to the Old Timer's Association and thanked them for their donation of \$3,080 to the Fuel Bank.

First Selectman Stevenson reported that they have reinstated their lease with the Darien Boat Club.

First Selectman Stevenson announced that the Public Information Session on the I-95 Rest Stop Service Area project is scheduled for March 16 at the Darien Library on February 29, at 7:00 p.m. and it will be duly noticed in the newspapers.

ADMINISTRATIVE OFFICER'S REPORT

Mr. Kilduff read his report and stated that the Governor's budget is available for review and highlighted that there are proposed bills that present battles ahead for our legislators to fight relative to local funding issues.

He stated that the issue of Board of Education not requiring insurance for building rental is one of a potential liability that falls back to the Town. Changes on domestic violence legislature were presented by a task force on the subject and there are potential procedural changes pending.

Mr. Kilduff stated that a summary of the grants and state aid is being finalized, and one of the issues is the ECS funding, which is the subject of public conversation and debate. He added that the projected \$1.6 million is in line with budgeted amounts and the formula has been re-worked but the amount is not anticipated to go up or down

Mr. Bayne asked to comment regarding the Board of Education insurance for buildings, and asked do we not own the buildings, and shouldn't the Town have a policy to address this potential liability. Mr. Kilduff replied that the state governs how we run the operations and it is an issue of risk management with consequences to the municipalities.

First Selectman Stevenson asked to return back to her report to add that she had the opportunity to have a lunch and roundtable discussion with representatives from the DOT, former Selectmen, and Mr. Lundeen regarding the Hoyt Street Sidewalk project. She stated that she found the DOT to be very helpful and she was encouraged with their willingness on collaborating with ways to bring this project along with the outcome of safety for all residents.

NEW BUSINESS

Discuss and Take Action on 2012-2013 Annual Budget Revision

1st Selectman Stevenson read her report and submitted it for the record, as follows:

The Board of Selectmen's proposed budget, if passed this evening by this body, will increase a total of \$2,549,983 to \$41,348,468 — a 6.57% overall increase from our 2011-12 Budget of \$38,798,485. I would like to take a few minutes to dissect the budget so that the public has a better understanding of the philosophy we employed in our deliberations and to highlight the primary drivers of the increase.

First, I would like to thank all our department heads, Karl Kilduff and Kate Buch for their diligence in the budget preparation process. The themes of this year's budget were two-fold and decided upon by this board:

1) To preserve current service delivery levels according to public will. I will reiterate that, in spite of a difficult economy, all public comment we received was to increase services, not reduce or eliminate them. However, we did adopt the philosophy of supporting only need-to-haves, not nice-to-haves.

2) We acknowledge that this year we commit ourselves to responsible investment in our infrastructure. The town took advantage of historically low borrowing and construction costs and supported moving ahead several important and long-deferred capital projects forward — the Police Station, Weed Beach and the Mather Community Center project. Our predictions are bearing out with construction costs for both the DPD and Weed Beach coming lower than anticipated.

While this budget makes certain conservative debt service assumptions. The BOF has an opportunity to further reduce debt service costs and we look forward to hearing their decisions. I'm going to break down the budget into 3 distinct categories.

Operating Budget

The operating budget or in other words, the cost of doing town business is proposed to increase 2.87% or \$780,199. As a reminder, the cost of doing business includes the following cost centers: General Government, Community and Environment, Protective and Emergency Services, Public Works, Human Services, Parks and Recreation and the \$3.26million grant to the Darien Public Library. Key drivers of the 2.87% are additions to the budget for the upcoming Senatorial Primary, increasing legal services, primarily for land use issues, overtime in police patrol to accommodate the trial year for the School Resource Officer, grant increases for our 3 volunteer Fire Departments as a result of a difficult fund raising environment and contractual obligations from our employee unions. The possibility of more favorable Health-care and Insurance contracts exists but we won't have that information until early March.

Capital Budget

Our capital budget is increasing by \$464,954 to \$1,985,381 from the 2011-12 budget of \$1,493,427. This board made significant reductions in capital requests but supported prudent equipment and reserve investments. Key drivers of this increase include \$500,000 for the 2013 property revaluation — this amount alone exceeds our overall capital increase. Additional drivers are equipment and vehicle replacements and reserves for the PD and FD's, safety upgrades to the OKHS bridge and a new TH gym divider.

Debt Service

Our debt service budget, at this time without further direction from the BOF, is increasing by \$1,304,830 to \$11,400,186 from the 2011-12 budget of \$10,095,356. This budget deserves further analysis because it carries the debt service for not only general government capital projects but BOE projects and Sewer Projects.

It is more meaningful to look at this budget in total debt dollars versus dollar and percent increases. Total outstanding debt is budgeted to be \$85,005,273.

Sewer Debt represents 5.72% or \$5,806,273 of our outstanding debt. It is important to remember that debt service on this account is self-funding from sewer use charges.

Board of Education debt represents 81% to total debt or \$61,333,000.

Municipal Debt represents 13.28% of our total outstanding debt or \$11,866,000.

As mentioned earlier, this investment addresses long-deferred infrastructure needs. I am pleased that our town has supported addressing these needs in this very favorable financing environment. Kicking the can down the road would be far more costly in the long run.

As your First Selectman and on behalf of my board I would like to assure taxpayers that our spending is responsible and represents an investment in our community that benefits everyone by spending on services and amenities that support our property values.

Discuss and Take Action on a Resolution to approve the 2012-2013 Annual Budget and Six-Year Capital Plan and submitting the same to the Board of Finance
for their consideration

First Selectman Stevenson asked for comments on the open items and started with the Hoyt street sidewalk project. Mr. Bayne replied that he would defer to Mr. Lundeen as he has had recent information from the DOT meeting and the pressing safety issues. Mr. Lundeen replied that while he is encouraged with the potential of cooperation, there is nothing yet quantifiable as to the scope of the project.

First Selectman Stevenson stated that she had a summary of the outcome of their recent meeting and stated that it was a very encouraging collaborative effort. She explained they have suggested a study to determine the side of the pedestrian access, noted that the sidewalk must connect on safe areas, and close attention is provided to ensure that the positioning of the sidewalk does not create a false sense of safety. She added that there was an informal concept review done on the sidewalk project; conducted with the engineer survey for placement of the pedestrian warning sign, and the outcome will hopefully further the project. First Selectman Stevenson added that funding is potentially available from the STP Urban Grant but only 15% is available for enhancements to sidewalks. She asked for consideration of more prominent "low clearance" signs at the railroad bridge and they are to get back to here in one week with a recommendation. She hopes to have agreement for a traffic speed analysis and the DOT standards are to ensure that commuter safety is restored to Tallmadge Hill.

Mr. Lundeen stated that he agrees with the First Selectman that this is a very positive indication of DOT support of their willingness to consider the needs of the Town despite the administrative obstacles that have been in the way of moving this forward.

He is encouraged with the potential source of funds and asked if it is a free standing sidewalk is there a need to clarify the viability of the project, and for the number of pedestrians involved as it is critical to have this as a baseline. First Selectman Stevenson stated that she would provide Mr. Lundeen with the engineering study.

Mr. Bayne questioned the \$40,000 for engineering and asked if this should be handled as a placeholder pending the outcome of the talks with the DOT.

Mr. Nielsen asked if the DOT is providing the survey, and First Selectman Stevenson replied that they are to get back in a week with the determination of this as a viable project.

Mr. Lundeen asked as a way of moving the project forward as there are not many fundamental objections other than right of way. He suggested to proceed and to narrow down the planning and engineering with the DPW if it is a Town priority to proceed to plan for cost estimates then determine the funding.

First Selectman Stevenson asked if the cost could be funded from Contingency, and Mr. Kilduff replied yes, they can always ask the Board of Finance for funding after the total budget is approved. First Selectman Stevenson stated that she is not suggesting to have this as a placeholder budget item and to reserve the right to request Board of Finance funding approval after a more detailed estimate is available.

Mr. Bayne asked if it possible to have this as an in-house rather an engineer project to present to the DOT to proceed with positive relationship with them. First Selectman Stevenson asked about contingency fees, and Mr. Kilduff replied that it could come out of contingency based upon the scope of the project.

Mr. Bayne then asked about the Fire Commission and radio tower dead zone spot repairs and Mr. Campbell replied that he prefers to wait for the Board of Finance to resolve with more information for a funding determination. He asked the Administrative Officer to restore this if needed or requested by the Board of Finance.

Mr. Bayne asked about sidewalk rehabilitation of Christy Hill for \$77,000 and questioned if sidewalks are the same as roadway and if repairs can be coordinated to be done at the same time. Mr. Kilduff replied that it if is not an inconvenience to motorists or residents this could be done with the scope of the project to save money. First Selectman Stevenson stated that she agreed to send it on with this DPW criteria notation to the Board of Finance.

First Selectman Stevenson stated that the next open item was the School Resource Officer item and if this is funded from Police overtime. Mr. Nielsen replied that he supports the SRO and feels that it could be done as a trial for a year with evaluation for the next budget season. Mr. Lundeen asked to ensure that if it is done as a trial that it should not be assumed to be included on next year's budget as a repeated operating expense. First Selectman Stevenson stated that it is a leap of faith that the Board of Education would determine the continuation beyond the trial period as a result of the effect of the positive change that the SRO will have to the schools.

She suggested that for the next budget cycle to have the discussion as a potential shared expense with the Board of Education and the Town of Darien as a result of the positive effect of the trial year.

Mr. Bayne questioned that the Board of Education did not involve the Selectmen and it should be more of a joint discussion, and that while it may be successful it may result in the need to hire more officers for the police department. Mr. Lundeen agreed that it must be made clear that it is not an automatic Town funded item next year.

First Selectman Stevenson stated that the next open item for discussion is to repurpose the allocation from Youth Options to the Depot. She stated that the Depot members are available to speak on the support of this item as the Board did not have enough information at the time of the previous discussion.

First Selectman Stevenson clarified that any reprogramming to the Depot will be for new initiatives and asked for budgetary documentation to be provided.

Mr. Nielsen asked if the \$30,000 that was cut from Youth Options is being reprogrammed, and Mr. Kilduff replied that \$12,000 from the \$30,000 is being allocated to the Depot.

First Selectman Stevenson then asked if members from the Depot would like to come forward to speak on the item, and the following members addressed the Board: Monica Miller, Susan Hammel, and Janice Marzano. Ms. Miller stated that they went through the numbers and the increasing number of children that are being served, and they have had to increase expenses to meet the need for more programs. Ms. Hammel stated that the kids need a place to go and much more of their time and effort is needed to address the teen and younger segments of the youth of Darien. Mr. Marzano stated that it is no longer teens and their center has evolved to handle the increase in referrals from year to year. She explained that there is a state mandated Youth Service Bureau for all towns and the Depot has grown to service the YSB by adding more programs and services. She added that they have to hire police for events and with increased building operating expenses; they are in need of greater funding from the Town.

First Selectman Stevenson stated that the Depot provides self-improvement programs at no charge to students and is unlike many other non-profit organizations. They did start with acquiring the facility for \$1 but they have to pay for the utilities and operations and those costs continue to escalate.

Mr. Nielsen stated that he concurs with the First Selectman Stevenson, but he would like to see how the grant is being used and would like to quantify the expenses for their programs. Ms. Marzano replied that the Board is invited to come and see to witness the work in action, that there is a steady stream of programs with regular updates and enhancements. Mr. Bayne stated that this is the largest grant in the town and going from

#39,450 to \$52,000 is a substantial increase and he would like to see where the money is going.

Mr. Lundeen stated that it is not fair that such an increase should go to one organization when there are so many others that also look for Town funding to supplement their programs. He explained that there are church facilities that service youth and a whole host of other organizations are in difficult financial straits in these economic times.

First Selectman Stevenson clarified that the Depot is actually Youth Service Bureau designation which has to provide state mandated obligations for court referral services in the absence of a Juvenile Social services organization that other towns have.

Mr. Lundeen stated that he understands their mandate, but the Board needs to have an understanding line by line for all organizations and service organizations especially in times this after they have devoted one month of extensive review and of budget cutting. He added that to just drop a found leftover balance to the Depot seems unfair procedurally.

Mr. Bayne added that they did not originally ask for a budget and unlike other organizations there was no documented request for expenditures with details as to where the money goes.

Mr. Marzano stated that they are all volunteers and the money goes for programs for the kids and there are so many kids that need a place to go and services need to be provided. Mr. Campbell stated that this organization has a confidentiality of services factor that other groups do not have due to the court system of referrals of kids in crisis along with cases from the Police Department.

Mr. Lundeen added that while he does not doubt the meaningful work that is done and the services that are provided, there needs to be details as to where the money goes.

First Selectman Stevenson added that the Depot does not ask for money, there was a Youth Options Grant committed to providing the types of services. Mr. Kilduff added that since Youth Options was not performing the services, the role has shifted to the Depot therefore the funding was shifted, therefore this is not a new appropriation.

Mr. Bruce Oak, Chairman of the Finance Committee stated that the Board of Education is requesting thousands of dollars in reply to the growing needs for social services. This social service role goes beyond special education, which is already grown to a six figure or seven figure issue, and they are asking the question of if this is an education expense or a community role. He gave the example of the SRO being a community expense or an education burden.

Mr. Lundeen asked for clarification of his understanding that due to First Selectman Stevenson past experience, she would not be involved with budget discussions, due to a potential conflict.

First Selectman Stevenson stated that she felt she could provide a unique perspective given her history with the Depot and felt it was not a conflict of interest in view of other Board members being allowed to contribute to items when they had prior involvement situations.

Mr. Lundeen replied that he does understand and appreciates this, but regarding a budget vote of this nature, it would appear to present a conflict.

Mr. Bayne asked First Selectman Stevenson if she was currently involved, and she replied no that she had nothing to be gained with sharing her comments or perspective.

Mr. Campbell stated that he was all for it with the funding request.

Mr. Bayne stated that he was in agreement with the funding, but was still uncomfortable with approving the additional amount until additional information was provided. He suggested that the board of Finance should make an inquiry of the Town's obligation relative to Youth Services to justify this increase.

First Selectman Stevenson asked if the funding still exists if we could approve and cut it pending Board of Finance scrutiny.

Ms. Miller asked who will help the kids if the Depot does not.

Mr. Bayne replied that they understand the need for the programs, they just want to look at the back documents to support the funding.

First Selectman Stevenson stated that it is a positive step to provide quantification of the funding with supporting documents.

Mr. Bayne stated that with regards to the budget process it has been a good process, however the Board needs to ask some very important questions going forward. He asked how much more can be cut from the Town while the tax rate goes up substantially. He added while under funding of the Town maintains status quo there needs to be a balance of providing an increase in Town services or tax increases. He added that there are many issues such as union contracts, retirement benefits, and what are the realistic expectations for services. Tax increases hurt the most vulnerable and we need to take a look at ourselves at this time of economic uncertainty to make some tough decisions on where the town is going and have the conversation. He stated that he reluctantly supports the budget, there is no alternative to the spending plan as proposed. The Town needs to digest going forward on service delivery, and perhaps talk over the summer on lessons learned that will impact the next budget cycle.

First Selectman Stevenson stated that she would support a mid-year review on the budget and spending plans with the Department Heads. She added that she is pleased with the budget process as it has been very productive to provide the taxpayers the comfort level that the Board has done its best to make cuts to keep taxes reasonable. She stated that she agrees with Mr. Bayne's comments that they need to determine what services are to be provided at the balance of tax burden, and this should be a subject for a town-wide discussion.

First Selectman Stevenson called for a vote on the proposed budget revisions and asked Mr. Kilduff to read the revisions that totaled \$50,000, which decreased the Total General Fund to \$41,298,468 and the Reserve Fund to \$1,922,481.

Mr. Campbell read the following resolution:

RESOLUTION

FISCAL YEAR 2012-2013 BUDGET

WHEREAS, SINCE ITS PRESENTATION ON JANUARY 23, 2012, THE BOARD OF SELECTMEN HAVE REVIEWED AND EVALUATED THE ADMINISTRATIVE OFFICER'S PROPOSED BUDGET FOR FISCAL YEAR 2012-20 13 AND THE SIX-YEAR CAPITAL PLAN; AND

WHEREAS, FOLLOWING COMPLETION OF THIS REVIEW A NUMBER OF CHANGES AND MODIFICATIONS HAVE BEEN MADE TO THE BUDGET.

NOW, THEREFORE, BE IT RESOLVED THAT THE TOWN OF DARIEN BOARD OF SELECTMEN HEREBY APPROVE THE MODIFIED ANNUAL BUDGET FOR 2012-2013 AND THE SIX-YEAR CAPITAL PLAN.

BE IT FURTHER RESOLVED THAT THE 2012-20 13 BUDGET AND SIX-YEAR CAPITAL PLAN BE SUBMITTED TO THE BOARD OF FINANCE FOR THEIR CONSIDERATION.

GENERAL FUND:

GENERAL OPERATING FUND	\$27,989,901
DEBT SERVICE	11,400,186
TRANSFERS OUT TO OTHER FUNDS	1,958.381
TOTAL GENERAL FUND	\$4 1.348.468
OTHER FUNDS	
SEWER FUND	\$2,876,339
PARKING FUND	\$671,500
RESERVE FUND	\$1,972,481

**** MR. NIELSEN MOTIONED TO APPROVE THE RESOLUTION**

**** MR. BAYNE SECONDED.**

**** MOTION PASSED UNANIMOUSLY.**

Discussion and Action on the newly formed Advisory Committee on Communications.

Mr. Bayne stated that they have removed channel 79 responsibilities from this draft, as this Committee's charge is to take a fresh look at the areas, and were not to be saddled with this area. Mr. Lundeen clarified that this committee will be done on an ad-hoc basis to be sustained year to year, and First Selectman Stevenson replied yes.

**** MR. NIELSEN MOTIONED TO APPROVE THE DRAFT CHARGE FOR THE ADVISORY COMMITTEE ON COMMUNICATION DATED FEBRUARY 13, 2012 AS SUBMITTED.**

**** MR. BAYNE SECONDED.**

**** MOTION PASSED UNANIMOUSLY.**

Discuss and Take Action on Approval of Mooring Standards

Mr. Bayne asked if the proposed changes are to modify the language, and Todd Bell, Harbormaster replied that the language is not legal but changes were made to be less imposing. He referred to the supporting documents that outline the changes to the definition of anchor, the buoy ropes and the mooring protection. Mr. Lundeen asked the Town assumes no liability for injury and Mr. Bell referred to the held harmless clause.

**** MR. CAMPBELL MOTIONED TO ACCEPT THE FOLLOWING:**

IN ACCORDANCE WITH SECTION 78-26 OF THE CODIFIED ORDINANCES OF THE TOWN OF DARIEN. THE BOARD OF SELECTMEN HEREBY APPROVE THE MOORING STANDARDS RECOMMENDED BY THE HARBOR MASTER AND THE ADVISORY COMMISSION ON COASTAL WATERS.

**** MR. LUNDEEN SECONDED.**

**** MOTION PASSED UNANIMOUSLY.**

Discuss and Take Action on Approval of a Gift for the Senior Center

Mr. Nielsen asked if gifts under \$10,000 combined require the Town's acceptance, and Mr. Kilduff replied yes. Mr. Lundeen asked if any such gift was received in the past and how they handled it in the past. Mr. Kilduff replied that higher designations are accepted by the RTM and fed into the operating budget as one time revenue and one time expenditure, and how it is spent is managed by the administration of the organization.

**** MR. CAMPBELL MOTIONED TO ACCEPT THE FOLLOWING:
RESOLUTION AUTHORIZING ACCEPTANCE OF A GIFT
TO THE DARIEN SENIOR CENTER
WHEREAS, PURSUANT TO SECTION 2-33 OF THE CODIFIED ORDINANCES
OF THE TOWN OF DARIEN.**

THE BOARD OF SELECTMEN IS EMPOWERED ON BEHALF OF THE TOWN OF DARIEN TO ACCEPT GIFTS PROVIDED THAT THE GIFTS DO NOT HAVE A VALUE IN EXCESS OF TEN THOUSAND DOLLARS (\$ 10,000.00):

AND

WHEREAS, THE DARIEN SENIOR CENTER HAS RECEIVED A GIFT OF \$6,154 FROM THE ESTATE OF CHARLES MEISTER WITH SAID FUNDS TO BE DIRECTED TO THE SENIOR CENTER; AND

WHEREAS, THE BOARD OF SELECTMEN WISHES TO ACCEPT THIS GIFT OF FUNDING TO SUPPORT THE SENIOR CENTER.

NOW, THEREFORE, BE IT RESOLVED THAT THE TOWN OF DARIEN BOARD OF SELECTMEN HEREBY ACCEPTS THE GIFT OF \$6,154 FROM THE ESTATE OF CHARLES MEISTER WITH SAID FUNDS TO BE TARGETED TOWARD THE SENIOR CENTER AND EXPRESSES ITS APPRECIATION TO THOSE INVOLVED ON BEHALF OF THE CITIZENS OF THE TOWN OF DARIEN.

**** MR. NIELSEN SECONDED.**

**** MOTION PASSED UNANIMOUSLY.**

Foundation to hold the ITP Man Triathlon and ITPKIDS Duathlon at Weed Beach on September 22, 2012, subject to the requirements of the Darien Parks & Recreation.

First Selectman Stevenson stated that this was a well-run event in compliance with Park and Recreation requirements.

**** MR. NIELSEN MOTIONED THAT THE BOARD OF SELECTMEN OF THE TOWN OF DARIEN HEREBY GRANTS PERMISSION TO THE ITP MAN TRIATHLON AND ITPKIDS DUATHALON AT WEED BEACH ON SEPTEMBER 22, 2012. SUBJECT TO THE REQUIREMENTS OF THE DARIEN PARKS & RECREATION.**

**** MR. BAYNE SECONDED.**

**** MOTION PASSED UNANIMOUSLY.**

Transfers:

Mr. Kilduff presented the item and stated the original budget estimate was based upon the previous 2011 year's charges as is the normal procedure. There has been an increase in postal rates and those not voting in the several events held in 2011 affecting the total to be contacted as not voting in these events.

Transfers - Registrar of Voters

RESOLVED:

That the following transfer of appropriations is approved for referral to the Board of Finance: From _____ To _____

<u>Acct. Number</u>	<u>Account Name</u>	<u>Amount</u>	<u>Acct. Number</u>	<u>Account Name</u>	<u>Amount</u>
10107651/81003	Season/Temp	\$1500			
	10107651/82016 Mailing/Shipping	\$1500			

- ** MR. CAMPBELL MOTIONED TO APPROVE THE BUDGET TRANSFER AS LISTED.**
- ** MR. BAYNE SECONDED.**
- ** MOTION PASSED UNANIMOUSLY**

Agenda Review

First Selectman Stevenson asked to put Sewer Commission and Mr. Bayne stated that this is under negotiation and could not be discussed in public session. She asked about a briefing, and Mr. Bayne replied that it could only be done in executive session.

First Selectman Stevenson asked about parking policy issues and it was agreed to add this to the agenda.

Mr. Lundeen asked about waste transfer and it was agreed to add this to the agenda on how the Board can get more involved to provide input to fix some of the issues.

Approval of Minutes of Previous Meetings

Regular Meeting of February 7, 2011

- ** MR. NIELSEN MOTIONED TO APPROVE THE MINUTES OF FEBRUARY 7, 2011 AS SUBMITTED.**
- ** MR. CAMPBELL SECONDED.**
- ** MOTION PASSED UNANIMOUSLY**

7. APPOINTMENTS/RE-APPOINTMENTS

Consider and take action on the following appointment:

Craig Flaherty to the Sewer Commission for a 3-year term beginning on January 1, 2011 and expiring on December 31, 2013.

- ** MR. NIELSEN MOTIONED TO APPROVE THE APPOINTMENT OF CRAIG FLAHERTY TO THE SEWER COMMISSION FOR A 3-YEAR TERM BEGINNING ON JANUARY 1, 2011 AND EXPIRING ON DECEMBER 31, 2013.**
- ** MR. CAMPBELL SECONDED.**
- ** MOTION PASSED UNANIMOUSLY**

FORTHCOMING MEETINGS

February 14, 2012 Board of Education Regular Meeting at 7:30 p.m.
February 14, 2012 Planning & Zoning General Meeting at 8:00 p.m.
February 15, 2012 Board of Finance Regular Meeting at 7:30 p.m.
February 15, 2012 Parks & Recreation Commission Regular Meeting at 7:30 p.m.
February 27, 2012 Board of Selectmen Regular Meeting at 7:45 p.m.

10. OTHER BUSINESS

There was no other business.

Adjournment

**** MR. NIELSEN MOTIONED TO ADJOURN**
**** MR. CAMPBELL SECONDED.**
**** MOTION PASSED UNANIMOUSLY**

The meeting was adjourned at 9:25 p.m.

Respectfully submitted,

Marilyn Knox
Telesco Secretarial Services